



Application Check List

CATEGORY A – Provide AT LEAST ONE of these 17 documents to get the 300 points to prove your identity:

	DOCUMENT IS CURRENT OR EXPIRED WITHIN 5 YEARS OF APPLICATION DATE. POINT VALUE	DOCUMENT EXPIRED WITHIN 5 TO 10 YEARS OF APPLICATION DATE. POINT VALUE
1. US or foreign passport	200 ■	100 ■
2. US or foreign Driver License	200 ■	100 ■
3. US state Identification Card	200 ■	100 ■
4. Consular Identification Card	200 ■	100 ■
5. US or foreign military or veteran ID card	200 ■	100 ■
6. Visa issued by a government agency	200 ■	100 ■
7. Tribal Identification Card	200 ■	100 ■
8. City of Detroit Municipal ID card. Renewals only	300 ■	100 ■
9. Elector Identification Card	200 ■	100 ■

POINT VALUE

10. Criminal Record check (AFIS) with photo	200 ■
11. Offender Tracking Information System (OTIS) record	200 ■
12. Homeless Management Information System (HMIS) service point ID or record of service with photo	200 ■
13. Educational Institution Identification Card	75 ■
14. Educational Institution records with photo	75 ■
15. Employee Identification Card	75 ■
16. Michigan Department of Corrections prisoner identification card	75 ■
17. Michigan Social Services Agency Identification	75 ■

CATEGORY B – Other Proof of Identity you can use for 300 points.

1. Electronic benefit transfer (EBT) Card	200 ■
2. US or Foreign Birth certificate (original or certified copies); Social Security Card; ITIN authorization letter; Court Order issued by a state or federal court to verify an applicant’s identity; Social Security Card; Military discharge or separation documents (DO-214); Michigan adoption record; US marriage license or divorce decree (original or certified copy); Criminal record check (AF19) without photo; US Permanent Resident Card or Alien Registration Receipt Card (FORM I-551); Emancipation petition with file stamp	125 ■
3. Affidavit of identifying witness (witness must appear with the applicant and present photo ID); Criminal complaint or summons with proof of personal service; Employment verification form (I-9); Federal or State tax return	100 ■
4. Financial institution account records; Employment records (W-4, W-2, 1099 or Paystub); School or trade school records including diploma and transcripts; Baptismal records	50 ■

CATEGORY C – Proof of City of Detroit residency. Provide one (1) document of the following list. Documents MUST be current or dated within the previous 30 days from the application date

1. Utility (Electricity, Gas, Heating, Water or Internet) or credit card bill or statement	■
2. Employment record including Pay Stub, W-2, W-4 or earnings statement issued with the name and address of the employer	■
3. Federal, state or City of Detroit government issued document, letter or record	■
4. Financial institution account statement	■
5. Housing lease or rental agreement (unexpired)	■
6. Mortgage or local property tax statement	■
7. Life, health, auto, home insurance policy	■
8. Michigan title or vehicle registration	■
9. Letter or record from a religious organization, social services agency, domestic violence or homeless shelter located within the city confirming residency or services provided within the previous 30 days	■
10. Letter of record from a hospital or medical treatment facility addressed to applicant or letter confirming residency or services provided in the previous 30 days	■
11. Letter or record addressed to applicant at a Detroit address from a school, college or university located in the state of Michigan that the applicant or a child of the applicant attends	■

DOCUMENTS POINTS CALCULATOR

- Find your documents in the list above and pencil in the corresponding value box.
- Add the total number of points for each document you are considering to include in your Detroit ID card application – applicants must have at least 300 points to qualify.
- Additionally, you must have a minimum of one item from category A and one item from Category C.

CARD APPLICATION GUIDELINES

- You MUST complete the card application process in person at one of the two enrollment offices
- Knowingly providing false or misleading information to obtain the Detroit ID card is against the law
- All documentation submitted should be original copies with no alterations or signs of tempering. Electronic documents may not be accepted.
- The Detroit ID card is valid for a period of two (2) years from date of issuance

**For assistance or to schedule an appointment, call
TOLL FREE 800-408-1599 or visit us online at
www.detroitmi.gov/DetroitID**